

MINUTES OF THE MEETING

Uttarakhand Bamboo & Fiber Development Board – 13th Executive Committee/Annual General Meeting

Venue: Office of the Principal Secretary & FRDC, Govt. of Uttarakhand & Chairman, UBFDB, Dehradun

Date: 13th January 2011

Time: 04:00 P.M.

The 13th Executive Committee/Annual General Meeting of Uttarakhand Bamboo & Fiber Development Board was held at the office of the Principal Secretary & FRDC, Govt. of Uttarakhand and Chairman, UBFDB on 13th January 2011 at 04.00 P.M in the Chairmanship of Sh. Rajeev Gupta, Principal Secretary & FRDC, Govt. of Uttarakhand and Chairperson of the UBFDB. List of the participant is attached as Annexure-1:

The meeting started with a welcome address from Sh. Rajeev Gupta, Principal Secretary & FRDC, Govt. of Uttarakhand and Chairperson of the UBFDB. Thereafter, Sh. S.T.S.Lepcha, CCF/CEO/Member Secretary, UBFDB gave a presentation before the Hon'ble Chairman & Members to brief about the activities done & doing by UBFDB. Thereafter, CCF/CEO, UBFDB presented the compliance status of the important decisions taken on 12th Board meeting before the executive Committee Members. Discussion & decisions on the points are as mentioned below.

Agenda Point 13.1:

The proceedings of the 12th board meeting have been circulated by the Chief Conservator of Forests/ Chief Executive Officer, UBFDB vide letter number 1027/1-A & 1028/1-A and 1029/1-A date 6.11.2009 to the members of the board.

Decision:

The proceedings/minutes of the 12th Board Meeting were unanimously approved and passed by the Board Members.

Governing/Executive body acknowledged & approved the same

Agenda Point BM 13.2: Compliance Status of decisions taken in 12th Board Meeting

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
4.1	Organization Structure & financial support to UBFDB by the State Govt.: Decision (12th Meeting): Chairperson directed to Addl. Secretary, Forest & Environment-2, Govt. of Uttarakhand to ensure the clearing of files and proposal to be put up	In this regard SND proposal of ₹50 Lakh for Human Resource & Research Development of UBFDB has been sent by UBFDB vide letter no. 995/1-A dated 29.10.2009, 1461/1-A dated 1.2.2010, 104/1-A dated 27.4.2010 and 685/1-A dated 13.10.2010 to PCCF/Addl. PCCF,	Discussion: Sh. S.T.S.Lepcha, CCF/CEO/Member Secretary, UBFDB informed to the Hon'ble Chairman, UBFDB has already been sent the proposal to Govt. of Uttarakhand regarding the budgetary provision for Uttarakhand Bamboo and Fiber Development Board in

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
	<p>before Finance Department for opening SND of ₹ 50 Lakhs in the coming assembly session as core annual grant support for Human Resource, Research & Development of UBFDB</p> <p>Addl. Secretary, Forest & Environment, assure that provision of ₹50 lakh for the Human Resource, Research & Development of UBFDB will be done in this F.Y. 2009-10.</p> <p>Action: Addl. Secretary, Forest & Environment-2, Govt. of Uttarakhand & CCF/CEO, UBFDB</p>	<p>Planning & Financial Management, Uttarakhand. Proposal the same has been forwarded by Addl. PCCF, Planning & Financial Management to Government of Uttarakhand for approval vide letter no. नि. 760/3-3 (एस.एन.डी.) dated 29.10.2010, letter no. नि. 1283/23-19 (एस. एन.डी.) dated 3.2.2010 and letter no. नि. 577/3-5 (एस.एन. डी.) dated 21.10.2010. UBFDB has also been sent the proposal to Principal Secretary & FRDC, Govt. of Uttarakhand vide letter no.440/1-A dated 7.8-2010 and 723/1-A dated 27.10.2010, as well as to Addl. Secretary, Forest & Environment, Govt. of Uttarakhand vide letter no. 1436/1-A dated 19-1-2010.</p>	<p>yearly budget of Forest Department, but this matter is still pending at the Govt. level. Talking about this issue, Mr. Sushant Patnayak, Addl. Secretary, Forest & Environment-2, Govt. of Uttarakhand informed that UBFDB has need to constitute through Govt. guide lines/notification and also should be clear structure after that financial provision can be made by the Govt. of Uttarakhand.</p> <p>In continuation to this discussion, the CCF/CEO Mr. Lepcha presented memorandum and bye-laws of the UBFDB and told that board has been registered under Societies Registration Act 21, 1860 and has very clear aims & objectives to promote bamboo and natural fiber based research and demonstration of technology for rural livelihood development of Uttarakhand.</p> <p>After the overview of the Memorandum & bye-laws of the board Sh. Rajeev Gupta, Principal Secretary & FRDC, Govt. of Uttarakhand and Chairman, UBFDB told that the board has clear objectives and no objection on its existence and maximum officials/members nominated from Government departments, so need to give a formal shape to take financial provision from the state Govt.</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
			<p>Mr. Sushant Patnayak, Addl. Secretary, Forest suggested that, if the Govt. of Uttarakhand issue a proper Govt. Notification for constitution, structure and roles & function of UBFDB. Thereafter, Govt. of Uttarakhand will be able to provide financial support to UBFDB.</p> <p>Sh. S.C.Badoni, Addl. Secretary, Rural Development, Govt. of Uttarakhand told that under the PMGSY various agencies have been constituted under Societies Registration Act for implementation of PMGSY activities. Sh. Badoni suggested that Rural Development Department can provide the guidelines and procedure to UBFDB which may be helpful in proper shaping.</p> <p>Dr. Malavika Chauhan, Executive Director, Himmothan Cell apprised that core funding is being provided by the SRTT for board staff honorarium and administrative purposes since its inception, but future funding is not justified till that the state govt. does not take any initiative itself towards institutional setup and strengthen the board. Therefore, it is urgent need to develop Institutional Setup of UBFDB and provide proper support from the state govt.</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
			<p>Decision: Dr. R.B.S. Rawat, PCCF, Uttarakhand informed that the works made by the UBFDB are commendable and created good name at National & International level. Considering the opportunities in bamboo and natural fiber based activities to generate more employment in the state like Uttarakhand has need to proper support to UBFDB as nodal agency status for Bamboo and Natural Fiber based activities.</p> <p>Understanding the need of proper financial support to the UBFDB, the Chairperson Sh. Rajeev Gupta, Principal Secretary & FRDC, Govt. of Uttarakhand suggested that the UBFDB has need to give proper shape be comprising constitution/ structure and defining roles & functions of UBFDB through govt. notification so that financial support could be properly provided to the UBFDB.</p> <p>Action: Addl. Secretary, Forest & Environment-2, Govt. of Uttarakhand; CCF/CEO, UBFDB.</p>
4.5	<p>Formation of a Private or Public Limited Company: Decision (12th Meeting): Chairperson advised for evaluating and coming up with options regarding</p>	<p>In this regard a meeting has been scheduled in UBFDB office on 21st November 2009 and 1st December 2009 in participation in Dr. Anil Joshi, Chairman, HESCO; Sh. Rajeev Oberoi, CEO,</p>	<p>Decision: The Executive/Governing Body acknowledged & approved the same.</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
	<p>setting up of company to hand hold and upscale the enterprise activities. For the same, a committee comprising of Mr. STS Lepcha, CCF (Chairperson), Dr. Anil Joshi (member), Mr. Rajiv Oberai (Member) and Dr. Rajesh Thadani (member) and Mr. R. Sahni (Chartered Accountant) shall be invited to provide statutory inputs). The committee has to study the model and give the recommendations before the next special interim board meeting (Mid Dec 2009) to take a decision on the matter of company establishment.</p>	<p>SPD; Mr. Rajeev Sahni, Chartered Accountant, Sh. R.P.Mishra, Dy. Director, UBFDB and Sh. J.Durai, Programme Officer, UBFDB. Therefore committee has been rejected the proposal of formation of a public private company entitled "M/s Green Gold Infrastructure & Services Pvt. Ltd." under the Board.</p>	
<p>BM.12. 4</p>	<p>Registration for Foreign Currency Regulation Act (FCRA)</p> <p>Keeping in view many opportunities of International funding for the bamboo & fiber development, UBFDB will require registration under Foreign Currency Regulation Act (FCRA). It is suggested that UBFDB will apply for registration under Foreign Currency Regulation Act (FCRA) to take the benefit of foreign funding for the development of bamboo & fiber Sector. For which a resolution has to be passed by the Hon'ble members of the Executive/Governing Body of Board for opening</p>	<p>Registration for Foreign Currency Regulation Act (FCRA) of UBFDB is in process and enquiry of the Intelligence Bureau is in progress and Registration no. is awaited from the concerned ministry.</p>	<p>Sh. S.T.S.Lepcha, CCF/CEO, UBFDB informed to Hon'ble board members the UBFDB has obtained Foreign Contribution Regulation Act (FCRA) Registration No. 347900156 (Nature: Economic Social) vide their letter no. II/21022/99(0038)/2010-FCRA-II dated 15.12.2010.</p> <p>Decision: The Executive/Governing Body acknowledged & approved the same.</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
	a separate bank account and authorizing Member Secretary/Chief Executive Officer for applying for FCRA.		
12.5	<p><u>Interest Received from the Saving Bank Accounts of Various Projects:</u></p> <p>Saving Bank Accounts has been opened in Nationalize Banks for the various projects funded by State Departments/agencies, since the inception of the various projects & the amount of ₹ 1533871.00 (Fifteen Lac thirty three thousand eight hundred seventy one only) has been earned as interest on various Grants of Govt. Dept. funds till Sept. 2009.</p> <p>Decision (12th Meeting):</p> <p>The Executive / Governing body directed CEO / member secretary to communicate with concerned funding agency for utilisation or surrender of interest earned on Government and other grants.</p>	UBFDB follow up to concerned funding agencies to provide instructions for utilisation or surrender the interest regarding.	<p>Sh. S.T.S.Lepcha, CCF/CEO apprised that the UBFDB has returned interest amount to some agencies/department according to their guidelines but interest amount under the SRTT project is being utilized as approval given by the SRTT.</p> <p>Dr. R.B.S.Rawat, PCCF suggested that the UBFDB may deposit unutilized amounts in the Fixed Deposits/multiple deposit schemes of the various banks for earning more interest on the amounts, this will be help in increasing the worth of the funds.</p> <p>Decision: Hon'ble Chairperson directed CCF/CEO to consider this suggestion in future.</p> <p>Action: CCF/CEO, UBFDB</p>
BM.12.6	<p><u>Appointment of Chartered Accountant</u> M/s R. Sahni & Co. (Chartered Accountant) had been appointed the Chartered Accountant for UBFDB for the F.Y 2008-09. The services of the firm</p>	UBFDB has appointed M/s R. Sahni & Co. (Chartered Accountant) vide its letter no.1007/यू.बी.एफ.डी.बी. / लेखा-2009 dated 31-10-2010 as auditor for F.Y. 2009-10	<p>Decision: The Executive/Governing Body acknowledged the same.</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
	<p>are found to be satisfactory and can be extended for F.Y 2009-10.</p> <p>Decision (12th Meeting) The Executive/Governing Body acknowledged & approved the same.</p>		
<p>BM.12. 7</p>	<p><u>Financial Report of Project entitled "Bamboo Resource Development Project, "</u></p> <p>The CEO apprised that the UBFDB had submitted a five year Bamboo plantation and Development project, the project costing was Rs.2429.52 Lakh. After the approval, Govt. of Uttarakhand has released an amount of Rs.4.00 Crore for the first year activities. Under the project cluster based bamboo plantations were undertaken with the help of forest department. Plantation of 1480 ha. of bamboo & ringal has been completed in Van Panchayats and other civil areas in Soil Conservation Division, Lansdowne, Soil Conservation division, Uttarkashi and Alaknanda Soil Conservation Divisions for which funds has been released to the concerned forest divisions as against the approved targets. Apart from this, 312 ha intensive bamboo plantations has been carried out in Dehradun,</p>	<p>Regular monitoring /evaluation have been taken up time to time by the Board representatives and also through Planning Department, Uttarakhand and various NGO's. A monitoring cell has been established by the Forest Department in guidance of the CCF, Monitoring & Evaluation. It is suggested monitoring of the plantation activities should be taken up by the office of CCF, Monitoring & Evaluation in future. UBFDB is presently taking the services of this cell for the monitoring of bamboo plantation taken up under National Bamboo Mission. Services of Third party also can be done in future for monitoring.</p>	<p>Dr. R.B.S. Rawat, PCCF suggested that plantation sites should also be regularly monitored by the UBFDB so that cross checking of the plantation work and its survival rate could be periodically known.</p> <p>Decision: Hon'ble Chairperson directed to CCF/CEO to consider this suggestion and take appropriate action.</p> <p>Action: CCF/CEO, UBFDB</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
	<p>Haridwar and Tarai West Forest Divisions. Rhizome banks for 28000 plants of important bamboo species has been established at two locations in Dehradun districts i.e Ladpur & Majri Nurseries.</p> <p>Decision (12th Meeting) The Board advised to prepare the status report for the bamboo plantation project (Bamboo Resource Development Project (Rs. 4 Cr received from state government during the FY 2008-09). In addition, the board advised that UBFDB should undertake regular monitoring. For the same, UBFDB has directed to devise a monitoring mechanism / parameter and put up before the special board meeting proposed (Mid December 09)</p>		
12.10	<p>Proposed National Level Workshop on "International Year of Natural Fibers - 2009"</p> <p>After the conduction of State level workshop, a National level workshop on "International Year of Natural Fibers-2009" is proposed on 4th-5th December 2009.</p> <p>Decision (12th Meeting) Chairperson advised to identify and include rapporteur for each session of the National Level Workshop on Natural Fibers. Also, invite the Mr. Prasanth Lingam, Mrs</p>	<p>A National level workshop on "International Year of Natural Fibers-2009" has successfully organized by the UBFDB on 4th-5th December 2009 in collaboration of Watershed Management Directorate, Women Development Organization, UCOST, Indian Overseas Bank, Industries Department.</p>	<p>Decision: The Executive/Governing Body acknowledged the same.</p>

Agenda No	Agenda	Action Taken	Decision Taken in 13 th Board Meeting:
	Aruna Kappagantula and International Designer, being hired by EPCH as invitees for the workshop.		

AGENDA: BM.13.3: APPROVAL OF AUDITED BALANCE SHEET F.Y 2009-10

The audited balance sheet for the financial year 2009-10 has been prepared and is being presented before the Board for its kind perusal and approval

Decision: The Executive/Governing Body acknowledged and approved the same.

AGENDA: BM.13.4: APPOINTMENT OF CHARTERED ACCOUNTANT

M/s R. Sahani & Co. (Chartered Accountant) had been appointed the Chartered Accountant for UBFDB for the F.Y 2009-10. The services of the firm are found to be satisfactory and can be extended for F.Y 2010-11. (Action: CEO, UBFDB)

Decision: The Executive/Governing Body acknowledged & approved the same.

AGENDA: BM.13.5: FORMATION OF COOPERATIVE FEDERATION AT STATE LEVEL:

With a view to ensure sustainability of programme and also to strengthen community based organization dealing with micro enterprises activities 6 self reliant cooperatives have been formed by the Uttarakhand Bamboo and Fiber Development in different districts of Uttarakhand. For coordination in production level development, inputs delivery, establish marketing network, new technology transfer to primary cooperatives a federation is also proposed at state level with the participation and share of primary cooperatives which will be registered under self reliant cooperative act 2003. (Action: CEO, UBFDB)

Discussion:

Chairperson queried that the UBFDB has already formed 6 self reliant cooperatives, and then why the need to set up new cooperative. In response to this, Mr. Vinod Kothari, Asst. Program Manager, Himmothan Cell apprised that the UBFDB has formed primary level cooperatives in different clusters but need a secondary cooperative who will support to primary cooperatives on various levels and manage all business related issues like VAT, Sale tax and other government regulatory works, marketing linkage etc. which is not possible for UBFDB or these primary cooperatives to manage all these things. But my suggestion is that we will have to make a clear structure of the proposed federation and proper support from the UBFDB to set up the federation.

Decision:

Chairperson and other participants agreed for formation of State Level Cooperative/Federation for the purpose. He explained that Government will not provide any type of funding to Cooperative/Federation but, the UBFDB can facilitate the Cooperative

Federation through its various programmes being implemented and professional staff of UBFDB can help in proper managing.

Decision: The Executive/Governing Body acknowledged & approved the same.

ANY OTHER POINT:

13.6 State Level Consortium for Strengthening Capacity Building has been formed under Integrated Watershed Management Programme (GTZ-MoA Project) by the Govt. of Uttarakhand. Under which, 11 Resource Organizations (including Uttarakhand Bamboo & Fiber Development Board) were empanelled according to organizational strength/specialization. As per the decision taken in the Meeting of the Resource Organizations of consortium, Uttarakhand Bamboo & Fiber Development Board has nominated as Consortium Secretariat for coordinating consortium activities.

Decision:

It was decided unanimously that the UBFDB can act as a Consortium Secretariat for Strengthening Capacity Building under Integrated Watershed Management Programme (GTZ-MoA Project). Since the UBFDB has also been obtained FCRA so funding can be easily taken from GTZ for implementation of the Consortium Secretariat. **(Action: CEO, UBFDB)**

The Executive/Governing Body acknowledged & approved the same.

13.7 After the successful completion of the first phase of Ringal Plantation in Nanda Devi Biosphere Reserve under the project entitled "Ecological Rebuilding through Hill Bamboo (Ringal)" with the support of Oil & Natural Gas Corporation New Delhi. MoU for 2nd phase has also been signed. An amount of Rs. 31 Lakh has been released by ONGC against total sanction of Rs. ₹77.831 Lakh. **(Action: CEO, UBFDB)**

Decision: The Executive/Governing Body acknowledged & approved the same.

13.8 Research & Development on Nettle fiber processing is being carried out by the UBFDB with the financial support of LIPH (Rs. 4.98 Lakh) & technical support of GTZ-RED. Under which a Research cum Training Centre has been established in Dehradun. The basic idea behind this research is using simple technologies and part mechanization in order to the drudgery involved in processing of Nettle fiber.

Decision: The Executive/Governing Body acknowledged & approved the same.

13.9 To promote natural fiber based livelihood in the State a project has been funded from Livelihood Improvement Project for Himalayas (LIPH) in two clusters such as Mori (Uttarkashi) and Dewal (Chamoli). The Cost of the project is ₹30.30 Lakh.

Decision: The Executive/Governing Body acknowledged & approved the same.

13.10 Keeping in view of many opportunities of International funding for the bamboo & fiber development in Uttarakhand, UBFDB has been registered under Section 6(1) of Foreign Contribution Regulation Act (FCRA). Ministry of Home Affairs, Govt. of India issued Registration No. 347900156 (Nature: Economic Social) vide their letter no. II/21022/99(0038)/2010-FCRA-II dated 15.12.2010.

Decision: The Executive/Governing Body acknowledged & approved the same.

13.11 Forest Department, Uttarakhand has sanctioned a project for Bamboo & Fiber Development under CAMPA. To implement the proposed activities, the first installment amounting of Rs. 43.56 lakh has been released by the Forest Department to UBFDB. Action Plan for the period of October 2010 to March 2011 is being presented before the Executive Committee for approval

Decision: The Executive/Governing Body acknowledged & approved the same.

Following suggestions were also pointed out in meeting:

13.12 Dr. R.B.S.Rawat, PCCF, Uttarakhand informed that International Network for Bamboo & Rattan (INBAR), China have been doing excellent work on bamboo and climate change. He suggested that we should be organizing an exposure visit to INBAR, China by the officials from Uttarakhand, who are involved in bamboo development activities. This exposure visit will be very helpful for effective implementation of the bamboo development and climate change mitigation in Uttarakhand. This visit can be sponsored by the Sir Ratan Tata Trust or Uttarakhand Forest Development Corporation etc.

(S.T.S.Lepcha)
CCF and CEO/Member Secretary
UBFDB

Approved

(Rajeev Gupta)
Principal Secretary & FRDC
Govt. of Uttarakhand &
Chairman, UBFDB



Uttarakhand Bamboo & Fiber
Development Board

उत्तराखण्ड बांस एवं रेशा विकास परिषद्

जलागम निदेशालय, इन्दिरा नगर फॉरेस्ट कालोनी, देहरादून - 248 006

दूरभाष: 0135-2760897, फ़ैक्स: 0135-2761155 ई-मेल: uabamboo@gmail.com





13th Executive Committee/Board Meeting of UBFDB in the Chairmanship of Sh. Rajeev Gupta, Principal Secretary & FRDC, Govt. of Uttarakhand and Chairman, Uttarakhand Bamboo & Fiber Development Board

Date: 13.01.2011

Venue: Office of Principal Secretary & FRDC, GoUK

Time: 04.00 P.M.

Attendance Sheet

Sl. No.	Name of Participants	Designation	Signature
1	VINOD KUMAR	CCF/GM, UBFDB, DEHRADUN	
2	S.T.S. Lepcha	CCF/CEO UBFDB D/den	
3	MALAVIKA CHAUHAN As Representative of SRTT, Sri Anun Pandhi	Deputy Dnp Officer Sir Ratan Tata Trust 2 ED, Himmatnagar.	
4	S. C. Badam	Asst. Secy. (R.D.),	

Sl. No.	Name of Participants	Designation	Signature
5	Vino Koinali	Asst Deventant Major SRT	
6	Jr. R.S. RAWAT	P.O. - UK	
7	Dr. B.P. Purohit	P.O. UCOST	
8	Susant Paltrai	As front-perv	
9			
10			